

# Birmingham City Council

## Finance and Resources Overview and Scrutiny Committee

16 November 2023



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**Subject:** Finance and Resources Overview and Scrutiny Committee's Work Programme

**Report of:** Christian Scade, Head of Scrutiny and Committee Services

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### 1 Purpose

- 1.1 This report sets out the proposed work programme for the Finance and Resources Overview and Scrutiny Committee for 2023-24, based on the Committee's meetings in September 2023. Appendix 1 outlines the topics identified, aims and objectives and the preferred method of scrutiny to achieve these objectives. Appendix 2 sets out the proposed terms of reference for the Budget Scrutiny Task and Finish Group.
- 1.2 The report also refers to other topics, which the Committee has identified, for future consideration, and this will be continuously updated during the year.

### 2 Recommendations

- 2.1 That the Committee:
  - Notes the information set out in Appendix 1 and identifies if any further topics need to be added to the menu of topics for the Committee to explore over the coming year.
  - Agrees the Terms of Reference for the Budget Scrutiny Task and Finish Group as set out in Appendix 2.
  - Agrees, subject to further input from the Chair and Deputy Chair, the issues that the Committee will consider during December 2023– February 2024, the proposed aims and objectives and the preferred method of scrutiny.
  - Identifies, subject to further input from the Chair and Deputy Chair, the issues that the Committee will consider in March 2023, the proposed aims and objectives and the preferred method of scrutiny.

- Notes, subject to further input from the Chair and Deputy Chair outside of the meeting, its proposed work programme will be submitted to Co-ordinating O&S to enable work to be planned and co-ordinated throughout the year.

### 3 Background

3.1 The [statutory guidance for local government overview and scrutiny](#) sets out the role it can play in holding an authority's decision makers to account. This makes it fundamentally important to the successful functioning of local democracy.

3.2 Effective Overview and Scrutiny should:

- Provide constructive 'critical friend' challenge.
- Amplify the voices and concerns of the public.
- Be led by independent people who take responsibility for their role.
- Drive improvements in public services.

3.3 The role and functions of Overview and Scrutiny Committees are outlined in [The City Council's Constitution | Birmingham City Council](#) They will:

- Make reports and/or recommendations to the full Council, the Executive and/or other organisations in connection with the discharge of the functions specified in their terms of reference.
- Consider any matter covered in their terms of reference that may affect or be likely to have an effect on the citizens of Birmingham; relevant to the Council's strategic objectives; relevant to major issues faced by officers in managing a function of the Council; and likely to make contribution to moving the Council forward and achieving key performance targets.

3.4 Effective scrutiny needs to add value. A well planned and timely work programme enables Overview and Scrutiny Committees to be involved at the right time and in the right way, and ensure their involvement is meaningful and can influence the outcome.

3.5 Members often have a number of topics suggested to them and are therefore required to **prioritise** matters for consideration. The Scrutiny Framework sets out the following factors to be considered:

- Public interest: concerns of local people should influence the issues chosen.
- Ability to change: priority should be given to issues that the Committee can realistically influence.
- Performance: priority should be given to areas in which the Council and Partners are not performing well.
- Extent: priority should be given to issues that are relevant to all or a large part of the city.

- Replication: work programme must take account of what else is happening to avoid duplication.

### ***Looking Ahead***

- 3.6 Overview and Scrutiny Committees will identify a 'menu' of issues (including policy development, policy review, issues of accountability and statutory functions) at the start of the year. Each Committee should then regularly review their 'menu' and decide which issues need to be examined further, and how that work would be undertaken. Scrutiny activities should be thorough and undertaken in a timely manner.

### ***Scrutiny Methods***

- 3.7 There are a range of ways to undertake scrutiny. The approach for 2023-24 enables flexible scrutiny and outlines a shift from monthly formal meetings to a combination of approaches. The Committee will choose the most effective scrutiny method to achieve the desired aims and objectives for each topic.
- 3.8 Based on Statutory Guidance published in 2019, different scrutiny methods include (but are not limited to):
- A single item, or items, on a committee agenda – this method fits more closely with the “overview” aspect of the Scrutiny function and provides limited opportunity for effective scrutiny. It is most appropriate for specific issues where the committee wants to maintain a watching brief.
  - A single item meeting, either as the committee or a more limited number of Members. It has the capacity to enhance the previous option by taking evidence from a number of witnesses.
  - A task and finish day - provided that these are properly focused, they ensure Councillors can swiftly reach conclusions and make recommendations and are effective even for complex topics.
  - A task and finish review – this is an enhancement of the previous option being held over four or six meetings spread over a limited number of months.

### ***Finance and Resources Overview and Scrutiny Committee***

- 3.9 The Committee's Terms of Reference is to fulfil its functions as they relate to any policies, services and activities concerning:
- Council Business Plan and Medium Term Financial Plan/Budget
  - Oversight of Council-owned land and property facilities, amenities and services including markets
  - Overall financial direction within the Financial Strategy developed by the Leader, including Best Value and appropriate financial accounting and audit controls and procedures
  - Business Charter for Social Responsibility

- Commercial opportunities available to the Council
- Revenues and Benefits service
- Procurement management
- Contract management policy
- Management of all internal trading operations
- Commissioning approach that supports the Council's wider social objectives
- Collection of rent/recovery of rents from Council tenants/former tenants and overpayments of Housing Benefit from Council tenants
- Organisational development function for shaping the future workforce of the Council
- Change/transformational programmes deployed corporately
- Member development programmes
- Processes and procedures to support good staff performance and equality objectives
- Human resources, staffing structures at JNC level and personnel procedures
- Oversight of the use of consultants with particular focus on their duration, renewal and cost.

3.10 The Committee is chaired by Cllr Jack Deakin, and its membership comprises Cllrs Alex Aitken, Raqeeb Aziz, Meirion Jenkins, Rashad Mahmood, Hendrina Quinnen, Paul Tilsley and Ken Wood.

#### **4 Work Programme 2023-24**

- 4.1 Appendix 1 sets out the topics the Committee will consider over the next few months, and also outlines future items for consideration.
- 4.2 The Committee may decide to add further items to the work programme during the course of the year. When considering this, the Committee is advised to consider where it can best add value through scrutiny, and how it can prioritise topics for consideration based on the Scrutiny Framework referred to in 3.5.
- 4.3 It was agreed at Co-ordinating OSC on 13 October that a Budget Scrutiny Task and Finish Group will be established through the Finance and Resources OSC to scrutinise the work to close the 2023/24 budget gap and to contribute to the development of the 2024/25 Budget Proposals. The Terms of Reference are attached as Appendix 2 for approval.
- 4.4 The Council's latest [Forward Plan](#) may assist Members in identifying future topics. The following reports are of particular relevance to this Overview and Scrutiny Committee:

ID Number	Title	Proposed Date of Decision
010948/2023	Effective Commissioning of Debt	14 Nov 23
011740/2023	Provisional Financial Outturn 2022/23	14 Nov 23
011942/2023	Trailblazer 100% Business Rates Retention Agreement for the West Midlands	14 Nov 23
011978/2023	Key Decision Planned Procurement Activities (December 2023 – February 2024) and Quarterly Contract Award Schedule (July – September 2023)	14 Nov 23
012002/2023	Resources for Birmingham City Council Priorities – standing item	14 Nov 23
011734/2023	Financial Monitoring Report 2023/24 Quarter 2	12 Dec 23
011969/2023	Transportation and Infrastructure Partnership Procurement Strategy and Report	12 Dec 23
011524/2023	The Supply of Print and Print Management Services	16 Jan 24
011738/2024	Council Tax Tax-base for 2024/25	16 Jan 24
011739/2024	Business Rates Income 2024/25	16 Jan 24
011735/2024	Financial Monitoring Report 2023/24 Month 8	13 Feb 24
011742/2024	Draft Financial Plan 2024-2028	13 Feb 24
011743/2024	Financial Plan 2024-2028	27 Feb 24
011736/2024	Financial Monitoring Report 2023/24 Quarter 3	19 Mar 24
011737/2024	Financial Monitoring Report 2023/24 Month 10	23 Apr 24

4.5 Overview and Scrutiny Chairs are advised to maintain regular engagement with Cabinet Members to enable flexibility to be built into the Overview and Scrutiny work programme, so as to respond to the Council's policy priorities in a timely way.

4.6 The work of the Finance and Resources Overview and Scrutiny Committee underpins the delivery of all the priorities in the Council's Corporate Plan 2022 – 26. Details of the priorities have been included in Appendix 1 for reference.

## 5 Any Finance Implications

5.1 There are no financial implications arising from the recommendations set out in this report.

## **6 Any Legal Implications**

- 6.1 There are no legal implications arising from the recommendations set out in this report.

## **7 Any Equalities Implications**

- 7.1 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:
- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act.
  - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
  - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 7.2 The protected characteristics and groups outlined in the Equality Act are Age; Disability; Gender Reassignment; Marriage and Civil Partnership; Pregnancy and Maternity; Race; Religion and Belief; Sex, and Sexual Orientation.
- 7.3 The Committee should ensure that it addresses these duties by considering them during work programme development, the scoping of work, evidence gathering and making recommendations. This should include considering how policy issues impact on different groups within the community, particularly those that share a relevant protected characteristic; whether the impact on particular groups is fair and proportionate; whether there is equality of access to services and fair representation of all groups within Birmingham; and whether any positive opportunities to advance equality of opportunity and/or good relations between people are being realised.
- 7.4 The Committee should ensure that equalities comments, and any recommendations, are based on evidence. This should include demographic and service level data and evidence of residents/service-users views gathered through consultation.

## **8 Appendices**

- 8.1 Appendix 1: Work Programme 2023-24 – November.
- 8.2 Appendix 2: Proposed Terms of Reference for Budget Scrutiny Task and Finish Group.

## **9 Background Papers**

- 9.1 [Birmingham City Council Constitution](#)
- 9.2 Birmingham City Council Overview and Scrutiny Framework April 2021

### Finance and Resources Overview and Scrutiny Committee Work Programme 2023 / 24

The work of the Finance and Resources Overview and Scrutiny Committee underpins the delivery of all Corporate Priorities in the Corporate Plan 2022-26.

Month	Item/Topic	Aims and Objectives	Scrutiny Method	Cabinet Member/ Lead Officer	Other Witnesses	Additional Information and Outcome*
July 23	Planned Procurement Activities Report	To consider the Planned Procurement Activities report and scrutinise the governance and spend of Council contracts. The Committee to make any recommendations.	Committee meeting - single item  27 July 2023  Council House Committee Room 6  Deadline for reports: 18 July	Steve Sandercock, Assistant Director, Procurement		<b>Outcome:</b> Assurance of planned procurement activities.
July 23	Update on Stabilisation of the Oracle Financial and HR Management system	To provide the Committee with: Update on the background to the issues with the Oracle system and current challenges Work to address the challenges including governance, risk and timescales Work to learn lessons including governance, risk and timescales Progress on End of Year Accounts including timescales and risks.	Committee meeting - single item  27 July 2023  Council House Committee Room 6  Deadline for reports: 18 July	Fiona Greenway, Interim Director of Finance (S151 Officer)	Meena Kishinani, Director of Transformation	<b>Outcome:</b> Update on Stabilization of Oracle

## Appendix 1

		The Committee to make any recommendations.				
July 23	Implication of Equal Pay	<p>To provide background to the Equal Pay liabilities for the Council</p> <p>To report on the values work that will underpin the budget recovery plan.</p> <p>Update on the Budget Recovery Plan and the Medium Term Financial Plan.</p> <p>Learning from Local Authority Best Value Intervention Reports</p> <p>The Committee to make any recommendations.</p>	<p>Committee meeting - single item</p> <p>27 July 2023</p> <p>Council House Committee Room 6</p> <p>Deadline for reports: 18 July</p>	Fiona Greenway, Interim Director of Finance (S151 Officer)		<b>Outcome:</b> Update on implications of Equal Pay
July 23	Work Programme	<p>To review the Committee's work programme, agree work to be undertaken during August – November and issues for future consideration</p> <p>To consider the Council's Corporate Risk Register to inform the Committee's work programme.</p>	<p>Committee meeting - single item</p> <p>27 July 2023</p> <p>Council House Committee Room 6</p> <p>Deadline for reports: 18 July</p>	Fiona Bottrill, Senior Overview and Scrutiny Manager		



## Appendix 1

September 23	Planned Procurement Activities Report	To consider the Planned Procurement Activities (to be considered at Cabinet on 5 <sup>th</sup> September) report and scrutinise the governance and spend of Council contracts. The Committee to make any recommendations.	Committee meeting - single item  7 September 2023  Council House Committee Room 6  Deadline for reports: 29 August	Steve Sandercock, Assistant Director, Procurement		<b>Outcome:</b> No questions relating to PPAR
September 23	Managing Council Risk including the Strategic Risk Register, Budget Risk and Savings Risks	Update members on risk management to inform Committee work programme	Committee meeting - single item  7 September 2023  Council House Committee Room 6  Deadline for reports: 29 August	Fiona Greenway, Interim Director of Finance (S151 Officer)  Sarah Dunlavy, Assistant Director, Audit & Risk Management		It was requested at the July Committee Meeting that the Corporate Risk Register is included as a standing item.  <b>Outcome:</b> Item deferred
September 23	Update on Budget Recovery Plan and MTFP and Scrutiny Contribution to Budget Savings	To provide the Committee with an update on the current position with regard to the implications of Equal Pay, the Budget Recovery Plan and Values Framework. To consider the Corporate Savings Programme.	Committee meeting - single item  7 September 2023  Council House Committee Room 6	Fiona Greenway, Interim Director of Finance (S151 Officer)		<b>Outcome:</b> Clarification provided on statutory requirement of regarding S114 Notice process.  Assurance provided regarding risk management control framework around Equal Pay.

## Appendix 1

		The Committee to make any recommendations.	Deadline for reports: 29 August			Additional meeting to be held to further consider Section 114 Notice, Financial Recovery Plan and delivery of savings
September 23	Oracle Stabilisation Update	<p>To provide the Committee with an update, to include:</p> <ul style="list-style-type: none"> <li>• Update on 'Safe and Compliant'</li> <li>• Update on Optimisation High Level Design</li> <li>• Oracle financial position</li> <li>• Key strategic risks from within the Oracle RAID log</li> <li>• Update on Oracle Management Review – including anticipated completion date.</li> </ul> <p>The Committee to make any recommendations.</p>	<p>Committee meeting - single item</p> <p>7 September 2023</p> <p>Council House Committee Room 6</p> <p>Deadline for reports: 29 August</p>	<p>Meena Kishinani, Interim Director of Transformation</p> <p>Craig Buckley, Oracle Programme Director</p>		<b>Outcome:</b> Information provided regarding safe and compliant timescales
September 23	Job Evaluation – Permanent Pay Equity	To consider the report on Permanent Pay Equity presented to Cabinet on 25 July.	<p>Committee meeting - single item</p> <p>7 September 2023</p>	Deborah Cadman Chief Executive and Head of Paid Service		<b>Outcome:</b> Information provided on background and timescales for job evaluation and pay equity.

		To provide the Committee with an update on activity since that date. The Committee to agree how it will provide monitoring and oversight of the delivery of the programme. The Committee to make any recommendations.	Council House Committee Room 6  Deadline for reports: 29 August	Janie Berry, City Solicitor and Monitoring Officer  Fiona Greenway, Interim Director of Finance (S151 Officer)  Darren Hockaday, Interim Director of People and Corporate Services		
October 23			12 October 2023  Council House Committee Room 6			October Finance and Resources OSC cancelled due to Extra-ordinary Meetings of City Council on 12 October 23.
November 23– January 24	Budget Scrutiny Task and Finish Group	Terms of Reference to be considered as part of Finance and Resources OSC Work Programme Report 16 November 23.	Task and Finish Group meetings: Dates TBC	Fiona Greenway, Interim Director of Finance (S151 Officer)		
November 23	Planned Procurement Activities (standing item)	To consider the Planned Procurement Activities report and scrutinise the governance and spend of Council contracts. The Committee to make any recommendations.	Committee meeting  16 November 2023  Council House Committee Room 6	Steve Sandercock, Assistant Director, Procurement		

## Appendix 1

			Deadline for reports: 1 November			
November 23	Scrutiny of Delivery of 2023/24 Budget Savings and Update on the Council's Response to s144 Notice and Financial Recovery Plan	To consider the implications of Equal Pay and the Medium-Term Financial Plan for the Committee's work programme including agreed savings for 2023/24.	Committee meeting  16 November 2023  Council House Committee Room 6  Deadline for reports: 1 November			The Finance and Resources OSC will consider 2023/24 in year savings across all council services.
November 23	Job Evaluation and Pay Equity System	To update on the Pay Equity System agreed with the 3 trade unions and timescales for implementation to meet the deadline of End March 2025.	Committee meeting  16 November 2023  Council House Committee Room 6  Deadline for reports: 1 November	Deborah Cadman, Chief Executive  Katy Fox, Director of People Services		
November 23	Oracle Update (standing item)	To update members on the implementation of Stabilisation of Oracle including strategic risks	Committee meeting  16 November 2023	Meena Kishinani, Interim Director of Transformation		The Health and Adult Social Care OSC has recommended that the Finance and Resources OSC seeks assurance regarding

## Appendix 1

		<p>reported to September OSC meeting.</p> <p>To provide a detailed breakdown of what money is being spent and a definition of customisation – what it is and what it looks like.</p> <p>To update on timescales for Optimisation.</p>	<p>Council House Committee Room 6</p> <p>Deadline for reports: 1 November</p>	<p>Craig Buckley, Oracle Programme Director</p>		<p>the systems on place to ensure that the Council is invoicing and receiving payments.</p>
December 23	End of Year Outturn (TBC)	<p>To inform the Committee of the end of year outturn and Committee to agree any comments / recommendations.</p>	<p>Committee meeting</p> <p>14 December 2023</p> <p>Council House Committee Room 6</p> <p>Deadline for reports: 29 November 23</p>			
January 24	Q2 Financial Monitoring	<p>To inform the Committee of the Q2 financial monitoring and the Committee to agree any comments / recommendations.</p>	<p>Committee meeting</p> <p>18 January 2024, Council House Committee Room 6</p>			

			Deadline for reports: 3 January 24			
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\*Outcome: This will be populated once the item/topic has been completed. It will identify the added value and impact.

### Menu of Issues for Consideration

The following items had been identified as potential topics for future consideration. This approach enables the Overview and Scrutiny Committee to remain flexible and respond in a timely manner to emerging issues.

This is a live work programme work programme. New items may be added, or items removed during the course of the year. Proposed aims and objectives as well as scrutiny methodology may also be subject to change.

Item/ Topic	Proposed Aims and Objectives	Proposed Scrutiny Method	Additional Information
Monitoring recommendations of the Procurement Governance Scrutiny Report	To receive an update on the new Procurement and Contract Governance rules	Committee meeting - single item	
Progress Report on Implementation: Council-owned Assets	To track progress on implementation of the recommendations R01 and R02.	Committee meeting - single item	Recommendations R03-R06 were signed off as completed in November 2022.
Diversity and Inclusion Dashboard	Role for O&S in looking at specific aspects of the data and monitoring progress including: <ul style="list-style-type: none"> <li>• Work force planning in relation to age profile of staff.</li> <li>• Disability disclosure and. reasonable adjustments</li> </ul>	TBC	Possible key questions: How do we acquire new talent? How do we ensure we're attractive to potential new employees? Are we open, accessible, inclusive and do our job descriptions and requirements reflect the needs of the business, but also the reality of life and experience of work for applicants?

	<ul style="list-style-type: none"> <li>Governance of Everyone's Battle, Everyone's Business (EBEB) and what impact this has made.</li> </ul>		When is it appropriate to use consultants and how are these decisions made?
Working from Home	To understand the impact on productivity and workforce costs.	TBC	This may be looked at flexibly. Important to note that this item isn't about stopping working from home, but looking at where it is appropriate and whether it works for the needs of the council and its residents.
Visits to inform the work of the Committee			
Council Assets	Scrutiny of Asset Strategy as part of Financial Recovery Plan		
Treasury Management	Scrutiny of the Council's Treasury Management		
Impact of Spend Control Board	Understand the savings made through the implementation of spend controls		
Mutually Agreed Resignation Scheme (MARS)	Understand the savings identified through the MARS scheme and potential service implications.		Potential to refer this item to Co-ordinating OSC due to cross cutting nature and potential impact on services.

**Scrutiny Method Options:**

Committee meeting - single item

Committee meeting - single theme

Task and Finish Group (outline number of meetings)

On location

Other - (describe)

## Corporate Priorities, Performance and Outcomes

### Corporate Priorities 2022 – 26:

- |  |   |
|--|---|
| 1 Support inclusive economic growth                          | 11 Increase affordable, safe, green housing                       |
| 2 Tackle unemployment  | 12 Tackle homelessness  |
| 3 Attract inward investment and infrastructure               | 13 Tackle health inequalities                                     |
| 4 Maximise the benefits of the Commonwealth Games            | 14 Encourage and enable physical activity and healthy living      |
| 5 Tackle poverty and inequalities                            | 15 Champion mental health   |
| 6 Empower citizens and enable citizen voice                  | 16 Improve outcomes for adults with disabilities and older people |
| 7 Promote and champion diversity, civic pride and culture    | 17 Improve street cleanliness                                     |
| 8 Support and enable all children and young people to thrive | 18 Improve air quality  |
| 9 Make the city safer  | 19 Continue on the Route to Zero                                  |
| 10 Protect and safeguard vulnerable citizens                 | 20 Be a City of Nature  |
|  | 21 Delivering a Bold Best in Class Council                        |

Information on the Corporate Priorities, Performance and City Outcomes was reported to Finance and Resources OSC in June 23: [Document.ashx \(cmis.uk.com\)](https://cmis.uk.com)





## Work Outline

# Budget Scrutiny Task and Finish Group October 2023

## Finance and Resources Overview and Scrutiny Committee Task and Finish Group

Our key questions	<p>How will the Council close the in-year budget gap during 2023/24?</p> <p>How can Scrutiny contribute to the development of the Budget proposals for 2024/25 and financial plans for the following years?</p> <p>What comments / recommendations does the Task and Finish Group want to report to Cabinet when the 2024/25 budget proposals are considered?</p>
1. How is O&S adding value through this work?	<p>The report to City Council on 25 September 2023 set out that:</p> <p>Services are now developing options for the maximum deliverable 2023-24 cashable revenue savings or additional 2023/24 income in their areas of responsibility. These may be one-off for 2023/24 or recurrent, but the more that is recurrent the more we can close the future MTFP gap.</p> <p>Proposals will include delivery timescales, milestones and an assessment of impact on services and citizens. Each proposal will have an identified officer below Director level to lead the development and implementation of the proposal. Savings must impact the General Revenue Fund, but within this we are not excluding any budget or service up front.</p> <p>The Finance and Resources OSC Budget Task and Finish Group will consider the proposals to close the 2023/24 budget gap and consider any additional mitigations to close the in-year budget gap.</p> <p>The Finance and Resources OSC Budget Task and Finish Group will also contribute to the development of proposals for the 2024/25 Budget proposals and financial plans for the following years and scrutinise the budget proposals before City Council.</p>
2. What needs to be done (key lines of enquiry)?	<p>The work of the Task and Finish Group will take place in 3 phases:</p> <p><b>Phase 1:</b> Week Commencing 20 November</p>



# Budget Scrutiny Task and Finish

Group October 2023

Following a report to Cabinet on 14 November, the Task and Finish Group will meet to consider the matters reported to Cabinet, including a requirement from the Commissioners that the Cabinet bring forward a balanced budget for 2023-24 and balanced financial plans for 2024-25 and 2025-26. This meeting will engage with the Finance team and will be scheduled for a ½ day.

Questions members will consider include:

- Are the 2023/24 savings identified deliverable within time scales?
- Have any 2023/24 savings been written off / discounted? If this is the case, why?
- Have Scrutiny Members identified additional in year 2023/24 savings?
- What will be the combined effect of savings on particular groups / communities?

## **Phase 2:** Week Commencing 4 December

The Budget T&F Group will meet to consider Cabinet proposals for the 2024-25 Budget. This meeting will engage with Corporate Management Team Directors and the Finance team. This will be scheduled for 1 day (either as a full day or two half days on successive days)

Questions Members will consider include:

- How robust is the savings plan to ensure delivery of savings during 2024/25 and during the period of the Medium-Term Financial Plan?
- Have Scrutiny Members identified any additional savings?
- What options can the Council explore for additional income generation?
- How does service provision compare with other councils?
- What consideration has been given to the Council's Public Sector Equality Duty in developing and delivering savings?
- Are there plans for sufficient consultation where this is required?

## **Phase 3:** Week Commencing 8 January 2024

The Budget T&F Group will meet to consider the draft of the 2024-25 Budget that Cabinet intend to present to the Council Meeting in February. The T&F Group will need to agree recommendations that it would wish the Cabinet to consider. The report of the Budget T&F Group will be appended to the Cabinet report to Council along with the Cabinet's response to the T&F Group recommendations – subject to the requirement that follows below.

The recommendations of the Budget T&F Group will be presented first to the Finance & Resources O&S Committee as the endorsement of the host Finance & Resources Committee is required. A full day or two half days on successive days will be needed for this Budget T&F meeting.

Information for each of the Task and Finish Group meetings will be circulated in advance of the meeting.

The information provided to the Task and Finish Group will be confidential to members.



3. What timescale do we propose to do this in?	<p>Phase 1: Week Commencing 20 November 2023</p> <p>Phase 2: Week Commencing 4 December 2023</p> <p>Phase 3: Week Commencing 8 January 2024</p> <p>Recommendations of the Task and Finish Group will be considered by the Finance and Resources OSC for approval.</p> <p>The Finance and Resources OSC will then continue scrutiny of the budget as part of the Committee's work programme.</p>
4. What outcomes are we looking to achieve?	<p>Member engagement in the delivery of a balanced budget for 2023/24 and budget proposals for 2024/25.</p> <p>Scrutiny of the deliverability of savings identified and the robustness of the information to be considered by Cabinet for the 2024/25 budget.</p> <p>Identify additional savings that could be considered.</p> <p>Comments / Recommendations to Cabinet on the Budget proposals for 2024/25.</p>
5. What is the best way to achieve these outcomes and what routes will we use?	<p>The Finance and Resources OSC will establish the Task and Finish Group including the Chairs of all Overview and Scrutiny Committees.</p>

### Member / Officer Leads

Lead Member:	Chair of Task and Finish Group: Cllr. Jack Deakin
Members of the Task and Finish Group	Cllr. Jack Deakin, Cllr. Albert Bore, Cllr. Kerry Jenkins, Cllr. Mick Brown, Cllr. Ahmed (or Cllr. Iroh if Cllr. Ahmed not available), Cllr. Lee Marsham, Cllr. Shabrana Hussain, Cllr. Mohammed Idrees, Cllr. Paul Tilsley, Cllr. Robert Alden, Cllr. Alex Yip
Lead Officer:	Fiona Greenway, Interim Director of Finance (S151 Officer) Christian Scade, Head of Scrutiny and Committee Services
Officers Supporting the Task and Finish Group:	Fiona Bottrill, Senior Overview and Scrutiny Manager